

The Department of General Services (DGS) will be hosting a mail forum at 10 a.m. on April 16, 2008, in conference rooms D and E in the James Monroe Building. The forum will provide an update on the progress of the mail consolidation initiative agencies at the seat of government embarked on in September 2006.

In addition, the forum provides an “open floor” opportunity for agencies participating in the mail consolidation initiative to ask questions about DGS services and/or offer ideas on mail processing strategies that may result in operational efficiencies or cost savings/avoidance.

The forum is open to all state employees interested in attending. Agency staff and managers responsible for mail operations and budgets are highly encouraged to attend. The April 16, 2008, Agenda items include:

- Consolidated mail operations update
- Savings/cost avoidance
- Contract pre-sort services
- Update from United State Post Office (USPS) on USPS operations
- Open floor

For additional information about DGS mail operations, read the most recent State Mail Services (SMS) [newsletter](#). Should you have any questions about the upcoming forum or information contained in the newsletter, please don't hesitate to e-mail [Maurice Pegram](#), SMS acting mail manager, at or call: 236-3592. For other information about SMS services visit the [SMS website](#).